

**Town of Stonington
K-12 School Building Committee
Special Meeting Minutes
Wednesday, September 21, 2016
7:00pm
Central Office, Old Mystic, CT
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Members Present: Rob Marseglia, Chairman; Kate Rotella, Vice Chairwoman; Julie Holland, Secretary; June Strunk, Deborah Downie, Rob Sundman, Kathy Sanford, Wendy Wilbert, Dan Oliverio Bob Mitchell, and Debra Widmer

Members Absent: George Crouse

Recording Secretary: Sandy Tissiere

Guests and Citizens: Chuck Warrington, Scott Pellman, Colliers; and Peter Manning, Gilbane and interested citizens

1. Call to Order

Chairman Marseglia called the meeting to order at 7:04pm.

Chairman Marseglia welcomed Debra Widmer as the newest appointed alternate member. He told the committee, at a future meeting, the process of seating alternates would be discussed.

2. Approval of outstanding meeting minutes

The minutes from September 6, 2016 were presented for approval.

The following motion was made by Julie Holland and seconded by Kate Rotella:

Motion: To approve the minutes from September 6, 2016 as presented.

All: Aye

3. Owner's Representative Update

a. Update discussion

Chuck Warrington reported the Pawcatuck Middle School roof project was not completed at this time as there were problems with the contractor. Mr. Warrington said the gutters were scheduled for installation next Wednesday but the copings had not been manufactured yet. The committee discussed the performance bond and its purpose. Mr. Warrington will contact Allied to remind them of the urgency to finish this project as school is in session and the end of August anticipated finish date has passed.

Scott Pellman told the committee they (Colliers) were going through the detailed design plans and creating a list of comments. Mr. Warrington met with school administration who had their own comments to add. All the comments will be compiled into a document to be given to DRA.

Peter Manning gave an overview of the phasing process discussed so far to date. Mr. Manning met with Larry Stannard, Building Official, Town of Stonington, to discuss the phasing process for West Vine Street School and will contact George Brennan to discuss the phasing process of Deans Mill School.

Mr. Pellman said the detailed design drawings have been given to the commissioning agent. He told the committee that Gilbane's preliminary estimate has been received. Once DRA's preliminary estimate is submitted, Colliers will compare the two side by side. Once a budget is reconciled, it will be ready for the state review process.

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Mr. Warrington has contacted the state regarding the status of the space waiver request and has not heard anything yet. There are questions regarding the age of the roofs of the schools. Mr. Pellman has contacted Gary Shettle, Director of Finance, Stonington Public Schools, for the warranties so the true age can be determined.

Now that the commissioning agent is up to speed, they will be responsible for ensuring everything is in order regarding the mechanical systems.

Regarding comments on the detailed design plans, Chuck Warrington suggested all comments be submitted and he would create a compilation document. The committee will discuss the comments at their next meeting.

Mr. Sundman asked for a follow up regarding the leak reported at the Pawcatuck Middle School. Mr. Warrington told him the leak was not the roof but a window flashing that needed repair. The committee asked when DRA will do the 3-D clash detection plan. Mr. Warrington said he will contact DRA regarding this question.

b. Change orders from PMS roof

Mr. Warrington explained the first change order for the ladders is for a different type of ladder than the one specified in the plan. The second change order is for the walkway pads. The committee asked why the overhead and profit markup percentages were different on the change orders. On change order #4, the amount was changed to 10% from 15%. The additional bond premium amount was deducted from both change orders.

The following motion was made by Kate Rotella and seconded by Julie Holland:

Motion: To approve Allied Restoration Corporation Change Order #3 for ladders for the amount of \$3,300 and Change Order #4 for walk pads, membrane adhesive, and installation for \$5,918.70.

All: Aye

4. Architect Update

a. Update discussion

As Anwar Hossain, DRA, couldn't be present, Chuck Warrington shared highlights from an email he had received. The Deans Mill School test pits are dug and are awaiting lab results. The test pits at West Vine Street School are finished and per the results, modifications have to be submitted to the Wetlands Commission by October 6, 2016.

b. Comments on WVSS and DMS plans

Chairman Marseglia reminded everyone to keep reviewing their design development plans and get the comments to Chuck Warrington. The committee discussed the water availability study that is awaiting results done by the Westerly Water Department.

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c. Sensory Garden discussion

There was a discussion around the Sensory Garden at the Phasing meeting on Monday. The committee approved a motion at the Tuesday, August 2, 2016 to allot \$18,075 to DRA to design the Sensory Garden and construction observation. There is clarification needed for the use of this funding as to the expectations of the committee and interpretation by DRA. Ms. Holland reported the Sensory Garden Committee has not met with DRA or Milone and MacBroom at this time. The committee discussed the thought the allocated money was for site preparation so the current garden could be adapted to the space.

The committee discussed how there is a communication problem again regarding meetings between DRA and the school administration and community. Mr. Warrington will discuss with DRA the need of some form of follow-up with the Building Committee after all meetings concerning the schools modernization project. Mr. Warrington will also follow-up with Mr. Hossain, DRA, regarding the use of the allotted money for the Sensory Garden.

Mr. Manning briefly spoke of the phasing plans and the effect on the Sensory Garden.

5. Invoices

The following motion was made by June Strunk and seconded by Kate Rotella:

Motion: To approve Deans Mill School invoices: DRA, invoice #8A for \$66.11 and Colliers, invoice #16616A for \$7,932.00 for a total amount of \$7,998.11; and to approve West Vine Street School invoices: DRA, invoice #8A for \$100.52 and Colliers, invoice #16616A for \$7,932.00 for a total amount of \$8,032.52.

All: Aye

6. Adjourn

Chairman Marseglia discussed topics for the next meeting: The process for seating alternates; a summary of the detailed design comments; discussion of DRA plan and timeline on 3-D drawings; Colliers to present a financial overview; follow-up on West Vine Street hydraulic analysis results; cost estimates results, new business and whether there will be an October public meeting.

The following motion was made by Kate Rotella and seconded by June Strunk:

Motion: To adjourn the meeting at 8:52pm.

All: Aye



Julie Holland, Secretary